

**City of Deer Park City Council Municipal Building Meeting January 20<sup>th</sup>,2025**

Mayor Donnellon opened the meeting at 7:00 PM with the Pledge of Allegiance followed by the Invocation.

Clerk of Council read the roll. Tom Camp, Kathy Downs, Mark Feldhaus, Neil Kelly, Natasha Kohorst, Chris Westmark, Mayor Donnellon all present.

**Approval of Minutes**

Ms. Downs made a motion to accept the minutes from December 16<sup>th</sup> council meeting, Mr. Kelly seconded the motion. Motion carried.

Public Comment: David Chachoff 4127 Hoffman asked why the park walking path wasn't cleaned, Dr. Jetter said because they don't salt it and it would have been icy, it was his call.

The President of the Chess club 5204 Senour Dr. West Chester discussed the facility rental changes and how they have been good stewards and have been renting for 10 years. 30% of their members are under 18 years of age, they want to be able to continue renting the facility and use the bunker in basement Friday evenings

**Standing Committee Reports**

**Legislative and Finance Committee Chair Chris Westmark**

Ms. Westmark presented the December Income report, which increased 15% over 2023. Ms. Westmark made a motion to accept as submitted, Ms. Kohorst seconded, motion carried.

Ms. Westmark presented the December JEDD report, the city earned \$49.31, YTD \$387.16 Ms. Westmark made a motion to accept the JEDD report; Mr. Camp seconded the motion, motion carried.

Ms. Westmark presented the December JEDZ report, city earned \$12,511.63 YTD \$128000, Ms. Westmark Made a motion to accept report, Mr. Feldhaus seconded the motion, motion carried.

Ms. Westmark presented the December Auditor Report, Ms. Westmark made a motion to accept at Submitted, Mr. Kelly seconded the motion, motion carried.

**Safety Committee Chair Tom Camp:**

Mr. Feldhaus presented the December Police report, there were 882 calls for service, YTD 12,177 calls to service, and 405 arrests. Mr. Camp presented the Joint Fire District report, there were 96 requests for service with just Deer Park. 337 in the district. For YTD 2024, 1268 calls for service, the district had 3719 calls. A decrease in 400 calls for service from 2023

**Public Works Committee Chair Kathy Downs**

Ms. Downs recognized the wonderful job the service department did during the large snow event. Our city does a much better job the other cities.

**Park Board Committee Chair Mark Feldhaus**

The volunteer party was held the prior Saturday, well attended and lots of fun. Next armchair races will be February 22nd, 2025. Doors open at 6 pm post time 7pm. This event raises money for Friends of Chamberlin Park that support our park. Friends of Chamberlin Park are donating \$10,000 to the Pavilion sound system.

**Correspondence & Miscellaneous:** none

**OLD BUSINESS**

Facility Rental- will be on the agenda for the next council meeting

Road levy renewal needs to be on November ballot, the information must be into the Board of Election by August 6<sup>th</sup>, 2025.

**NEW BUSINESS:** none

**Special Announcements & Reports from Other City Official.**

**Solicitor** – none

**City Manager** – decision was made to not put a Police operating levy on ballot, it would have impacted the homestead tax credit many of the residents receive. The city has received \$30,000 back from the state for the Pavilion.

Lt Farmer retired suddenly in December from the Police Department, the civil service job opening is posted to the community, and the Lieutenant exam is posted.

There will be a new phone system in the city offices which has reduced the costs to the city.

The city wants residents to know they mail items out every day, but the delays are an issue with the downtown postal office. Tax season is coming, a reminder to make an appointment with the tax department, no walk ins. The city was notified powder substances have been seen in the mail lately, city is using gloves to open all mail. Sycamore Township is deciding on the Kenwood rd. traffic study. They asked Duneden to be opened as a cut through, Dr. Jetter said no.

Dr. Jetter is looking into computer issues in the city offices. And he wanted to celebrate the maintenance department as well for the amazing job they did with the snow event. A couple trucks had mechanical issues, but the department handled them and got the trucks back out quickly.

There was an issue at Amity, but it was handled.

**Mayor** - Everyone stay safe and be careful with the ice. Thank you to the service department as well, they work hard and we appreciate all they do.

**Schedule:**

February 3<sup>rd</sup>, 2025, Council Meeting 7:00 PM in Council Chambers

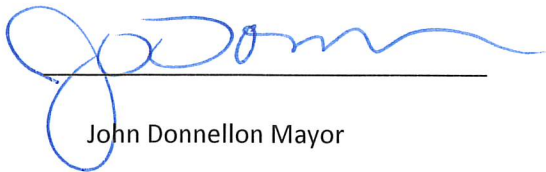
February 17<sup>th</sup>, 2025, Council Meeting 7:00 PM in Council Chambers

**Events:**

January 21<sup>st</sup>, 2025, Block Watch Meeting 7:00 pm in the Community Center Lt. Jordan putting a series together for meeting the Deer Park Police Officers.

Mayor Donnellon made a motion to adjourn the meeting. Ms. seconded the motion. Motion carried.

Meeting adjourned 7:29 PM



John Donnellon Mayor



Angie Tegenkamp Chachoff Clerk of Council

Enacted 2/3/25

As I was researching & organizing the way Deer Park Venue Rentals have been processed/handled, I discovered several things that are either inconsistent or are causing Deer Park to lose revenue.

Please note that fees haven't been updated since 2008.

**I've attached 3 documents for you to review –**

1. Facts in Discovery and Lost Revenue
2. Current Fees and Policies
3. Rental Fee Comparison Chart – 2024 Actual Fees vs. Recommended 2025 Fees

**Recommendations for policy changes and rental rate changes –**

Shelters – Resident Fee - \$50

Shelters – Non-Resident Fee - \$125

Shelter Beer Permit – BJ will discuss with City Solicitor due to alcohol liability issues.

Community Center – Resident Fee - \$300 for 8 hours of use on the same day.

Community Center – Non-Resident Fee - \$850 for 8 hours of use on the same day.

Community Center – \$35 per hour over 8 hours of use, on the same day.

Community Center – To set up the night before – Begins at 6:00pm – 50% of Event Day fee.

Community Center – ~~2 consecutive day rentals – 8 hours per day – 10% discount.~~

Community Center – Democrat, Republican, REI Clubs - \$260 annually for one meeting/month.

Community Center – Weekly events - \$1000 annually for one event/week (52 events/year).

\* Additional events will be charged \$260/event.

Former Employee Fee – No longer at no charge. They will pay the Resident Rate.

Deposit must be paid at the time of reservation, or the facility will not be reserved. Rental fee must be paid by 30 days prior to the event date or reservation will be cancelled.

Deer Park City Schools –

If the event is sponsored by Deer Park City Schools (therefore supported by Deer Park taxpayers), it will be at no charge (We need a written statement from DPCS stating that they are sponsoring the event).

If the event is NOT sponsored by DPCS, then there will be a normal fee for rental.

Private School Rental Fees – 50% of Resident Fee and they need to provide a liability waiver.

Sports Teams and Leagues –

Fees MUST be paid BEFORE the season, not after.

Field Use Fee - \$10 per game.

Field Light Fee - \$20 per hour (no increase).

Created a field use application and added liability waivers, to be signed by league commissioners & provided to the City BEFORE the start of the season.

Created a game schedule chart so we know how many games are being played in the park BEFORE the season begins.

Dump Truck Fee - \$200.00 (includes Rumpke's dump fee & labor).

Residents who reserve a facility for non-residents so they can pay a lower rental fee –

If someone rents a venue for a non-resident, the resident MUST be onsite the entire duration of the rental (can be verified by Deer Park at any time). If the resident is not onsite, they'll be billed an additional \$550 (up to the \$800 non-resident fee).